Information Technology Committee
November 1, 2017

Members Present: Benjamin Greenberg (Chair), Jamie Rhine, Greg Day, Mark Luther, Madeline Mulhall, Logan Koch, Josh Wood, Jordan Long

Absent: Justin Sentz, Kelly Logan, Jonathan Benner

I. Academic Technology
   ● Academic Technology Review Committee
     ~ The committee has met twice. Members reviewed the list of all technology renewal requests and ranked the merit and priority of each request on a scale from zero to three. Jamie and his colleagues will be reaching out to faculty about higher expense projects to see if they can find ways to reduce costs.

     ● Printing signs for labs
       ~ We are creating updated signs that tell people how to print using personal devices. The current signage is out of date and confusing to many students. Josh and Jordan from the help desk agreed that some of the most common questions they get are about how to print from personal laptops. Jamie created a draft of a sign. We agreed that we should replace the old signs near the printers with new ones. We are also considering other ways to get the word out about the current printing process. Signs should be posted by the end of the semester.

II. Network, Telecom & Infrastructure
   ● Update on Electronics Recycling Initiative
     ~ Greg gave the committee more information about how our electronics recycling program works and explained more about what happened in the spring with Ship Shape Day. We agreed that we need to create safeguards to prevent electronics collection from getting out of hand. There will be a committee to develop these safeguards. We are invited to join the committee. Greg explained that spring’s Ship Shape Day was the perfect storm. Shippensburg Township was planning to hold their recycling day around the same time was the University’s and decided to send everyone to the University collection instead. People came in from surrounding towns with many tube televisions, which cost our recycler money to dispose of, are heavy and are considered hazardous waste if broken. Our recycler, PowerHouse, stepped up and helped us immediately. We are also reminded that students may recycle electronics at any time by bringing them to the Help Desk. Following this committee meeting, Greg and Ben attended a meeting with two representatives from the PA Department of Environmental Protection regarding Ship Shape Day.

III. Web Technologies, Instructional Design & Campus Media
   ● Migration to Episerver CMS during winter break
Episerver recently bought Ektron, the company that hosts ship.edu. During winter break, ship.edu will be moved to Episerver. This should be a smooth transition and will not impact web design.

- Updated D2L interface launching Summer 2018
  - This version will be called *Daylight* but, it will still be D2L and we will likely keep the name D2L. It is a more simplistic looking interface but it has the same modules. Faculty preparation for the new interface will begin in the spring. This committee will view a demonstration at our next meeting.

*The next meeting will be December 6, 2017 at 11:00 a.m. in MCT 264*